

OSPB

GOVERNOR'S OFFICE OF STRATEGIC PLANNING AND BUDGETING

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MEMORANDUM

TO: All Agency Budget Contacts

FROM: Thomas Betlach, Director
Governor's Office of Strategic Planning and Budgeting

D. Clark Partridge, Acting State Comptroller
Department of Administration

DATE: March 28, 2002

SUBJECT: Quarter-percent Budget Reductions

With the passage of Laws 2002, 3rd Special Session, Chapter 2, most FY 2002 General Fund agency appropriations have again been reduced. This will require loading additional changes within AFIS to both the appropriations and budgets of many agencies. The process will follow the same one outlined in our December 20, 2001, letter for the previous modifications. Please coordinate any issues with your OSPB analyst and GAO liaison.

The GAO would like to complete the requisite appropriation and budget loading changes, if possible, so they can be included in the March AFIS reports. Accordingly, please submit the information as soon as possible. Any items that cannot be processed by April 5, 2002, will be reflected in the April 2002 reports.

All appropriation and budget loading changes should be submitted by April 5, 2002. This will facilitate agency planning and implementation and make the April AFIS information as accurate as possible.

Thank you for your continued cooperation. If you have any questions regarding how these reductions should be applied, please contact your GAO liaison or/and your OSPB analyst.